Statewide Interoperability Executive Committee (SIEC)
Summary of Minutes - Regular Public Meeting

Tuesday, June 21, 2011 - 10:00 AM – 12:00 PM

DRAFT – *Not Yet Approved by the SIEC*

SIEC Members Present
- Paul Wilson, Captain, Pima County Sheriff's Office (Co-Chair)
- Mark Venuti, Director, Guardian Medical Transport (Co-Chair)
- Jesse Cooper, Communications IT Project Manager, Phoenix Police Department
- Scott Tillman, Wireless Systems Engineer, Arizona Department of Public Safety
- Pete Weaver, Director, Maricopa County Department of Emergency Management

SIEC Members Absent
   None

Government Information Technology Agency (GITA) & Public Safety Interoperable Communications (PSIC) Office Attendees:
- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Justin Turner, PSIC Operations Manager, PSIC
- Michael Britt, Project Manager, PSIC
- Suesan Nordman, Project Manager, PSIC
- Phil Manfredi, Deputy Director, GITA

Additional Meeting Presenters
- Michael Worrel, Chief, City of Phoenix Fire Department

18 interested parties and members of the public were also present either in person or on the web conference.

Call to Order
The meeting was called to order at 9:59 AM by Paul Wilson, Co-Chair. Mr. Wilson introduced Phil Manfredi, the new Deputy Director with the Government Information Technology Agency. Mr. Manfredi explained to the group his new role and the upcoming transition of GITA to the Arizona Department of Administration. Effective July 1, 2011, GITA will be merged into ADOA. Mr. Wilson then asked the audience to introduce themselves as well.

Approval of Meeting Minutes: March 15, 2011 SIEC Public Meeting
Action Item
Motion: Mark Venuti made a motion to approve the March minutes.
Second: Pete Weaver
The motion was unanimously carried.

Interoperable Channels Plan Updates
AIRS SOP Updates
Action Items
Presenter: Michael Britt, Project Manager, PSIC
Mr. Michael Britt presented updates made to the Interoperable Channel Plan since the SIEC last approved them in February 2011. The working group was asked to align the Plan with the newly published NIFOG version 1.4 and make recommendations for the monitoring of the National Interoperable Channels plan. The workgroup also took into account the experiences jurisdictions had during the NECP Goal Two assessment process. Some of the specific changes discussed by the Committee include:

- Switched the Transmit and Receive columns so that Receive is on the left.
- Dropped VFIRE21W – so as not to "endorse" a wideband frequency.
- Dropped 8TAC95 and 8TAC95D
  - These do not exist in the NIFOG
  - They do not appear to be licensed for the State (FCC database)
- Removed AIRSAZ from all bands
  - Does not work in Maricopa, Mohave or LaPaz
  - Confuses the use of 8CALL90 (same frequency – different name)
  - Requested by DPS
- Added tactical repeater pair, VTAC33 & VTAC34, to the end of the VHF list

Regarding the 8TAC95 and 8TAC95D channels, there was disagreement regarding whether the channels should be included since they appear to require licensing. While no one in Arizona is licensed to use it, it was recommended that the channels remain in the plan. PSIC staff will work with the 800 MHz Planning Committee to come to a consensus on how to handle these channels.

Regarding the removal of AIRSAZ, Mark Venuti expressed concern with AIRSAZ being removed from all bands. There was significant discussion amongst the Committee on the benefits and drawbacks of removing AIRSAZ.

Following the AIRSAZ discussion, Mr. Britt reviewed additional changes made to the plan and covered the related changes to the AIRS SOP.

The Committee discussed whether or not to add wording to the AIRS SOP to allow the PSIC office to make minor changes to the tables and appendices without prior approval from the SIEC/PSCC. The Committee was not in favor of adding this language since if a change is not substantive it can wait, and if a change is substantive it should go before the Committee.

After further discussion, the workgroup was asked to take the Committee's recommendations into consideration and make further revisions to the plan. Approval of the revisions was postponed until additional changes are made.

Phoenix Fire Department Request for the Use of UTAC Channels
Action Item
Presenter: Michael Worrel, Chief, City of Phoenix Fire Department

Mr. Mike Worrell presented a request from the City of Phoenix to utilize the following UTAC interoperable frequencies:

NAME	RX FREQ MHz	TX FREQ MHz
UTAC41	453.4625	458.4625
UTAC42	453.7125	458.7125
UTAC43	453.8625	458.8625

Mr. Worrel stated that the EMSCOM frequencies are no longer being utilized in the Phoenix Metro area and that the equipment that is being decommissioned is capable of being converted to the National Interoperable UTAC channels. Mr. Worrell stated that most of the sites will have Channels 1 and 2 installed and that the City of Phoenix will be able to turn them on and off as needed. Channel three will be set up as a portable repeater that can be moved around in specific regions as needed.

Motion: Mark Venuti made a motion to approve Phoenix Fire Department's request to utilize the channels listed above, subject to guidelines established by the SIEC for use of UHF Interoperability Channels.
Second: Jesse Cooper
The motion was unanimously carried.

City of Mesa Monitoring of AIRS
Information & Discussion Item
Presenter: Scott Tillman, Wireless Systems Engineer, DPS Wireless Systems Bureau

Mr. Scott Tillman updated the Committee on the status of AIRS Monitoring in Maricopa County. Maricopa County, DPS and the City of Mesa have been working to transfer the ability for Mesa to monitor AIRS frequencies in Maricopa County. The City of Mesa will begin monitoring Thursday, June 23, 2011. There is some channel management and other technical issues that need to be resolved. The project is expected to be complete by the end of July. Paul Wilson thanked the City of Mesa for stepping forward and agreeing to monitor AIRS.

Update from NIMS-CU Workgroup
Information & Discussion Item
Presenter: Jesse Cooper, Communications IT Project Manager, Phoenix Police Department

Mr. Jesse Cooper provided a background on the history of the NIMS-CU Workgroup and recent activities of the workgroup. Mr. Cooper briefed the Committee on the AZ Regional COML Recognition application process. The workgroup met on May 6 and considered two applications that were both returned for further discussion. During the application review process, the workgroup identified a number of issues related to the level of review expected of the workgroup.

After discussion, the Committee asked the workgroup to further revise their policies and procedures taking into account the following considerations:
- The COML certification process is done at the agency level, and not at the workgroup level.
- The resource list should be viewed as a reference not a certification.

- In order to maintain list quality, an agency can decertify an individual. Additionally, the workgroup can recommend to the agency that they consider decertification.
- The posted resource list should indicate who certified each recognized COML
- Establish a minimum level of qualifications that communicates to others that they have the ability to be assigned as a COML for the region they are being certified in.
- Task book signers should describe what they witnessed and not just sign and add a number.
- The recognition process should ensure quality while at the same time being attainable and meaningful.

The workgroup will continue revising their policies and procedures and report back to the Committee in August.

Broadband Update
Presenter: Michael Britt, Project Manager & PSIC Outreach, PSIC Office, GITA
Information & Discussion Item

Mr. Michael Britt updated the Committee on recent activities related to broadband standards, including his participation in the APCO Broadband Summit and Expo on May 16-18 and the recent NPSTC meeting. Mr. Britt also provided a review of current legislation at the federal level related to Broadband. In particular he discussed Senate Bill S.911 and some of the key features in that bill:
- Allocates D-Block to Public Safety
- Forms Public Safety Broadband Corporation
- Auctions certain reclaimed TV spectrum
- Recognizes that many entities need to partner with secondary responders to allow for better business models, not just first responders.
S.911 was approved by the Senate Commerce Committee on June 8 and now moves to the full Senate.

Finally, Mr. Britt updated the Committee on the status of Arizona's waiver recipients and the potential for the State of Arizona to request a broadband waiver on behalf of all jurisdictions. The Committee discussed the issue and would like the PSIC Office to consider it further, in particular the impact of potential future rules changes, licensing fees, drawbacks to moving forward now, and a review of how other States are moving forward with broadband to improve interoperability.

PSIC Office Multiple Project Updates
Presenter: Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety
Information Item

Ms. Lisa Dee Meyerson reviewed the status of several projects at the PSIC Office as listed on the *PSIC Office Multiple Project Updates* handout. In particular, Ms. Meyerson addressed GITA's upcoming transition into ADOA, State and Federal budget issues and recent cuts to Homeland Security Grant Programs. Ms. Meyerson also provided a brief summary of recent Goal Two assessments, including the rescheduling of two assessments and the current status of AAR reports.

Comments from the Public
Mr. Scott Tillman informed the Committee that DPS will begin narrowbanding AIRS in July as scheduled and that a link will be posted on the PSIC Office website to a spreadsheet with the current status of the narrowband transition.

Meeting Adjournment
Motion: Mark Venuti motioned to adjourn the meeting.
Second: Pete Weaver
The motion was unanimously carried.
Meeting Adjourned at 12:15 AM.

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Pursuant to A.R.S. 38-341-01(B), minutes of the Statewide Interoperability Executive Committee are recorded by tape recorder. Taped minutes are maintained in the office of the Government Information Technology Agency. Public access and review of SIEC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 364-4498 to arrange for an audio of the tape-recorded proceedings.